

# Village of Brooklyn

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## Finance Committee Minutes November 5, 2014

The Finance Committee meeting was called to order at 5:02 P.M. by McNaughton. Committee members in attendance were McNaughton, Hawkey and Walsten. Clerk Strause was present.

**Motion** Hawkey second Walsten to approve the committee minutes of 10/08/2014. Approved unanimously.

Clerk/Treasurer report – no report

### 2015 Budgets

- a. Levy Limits/2014 Levy payable 2015 – confirmed at \$782,619
- b. Mill rate spreadsheet was reviewed and will be presented to the Board for review.
- c. Act 145 – State's buy down of Tech College Levies – MATC Mill Rate is down as a result

### Oregon Senior Center 2015 Budget

- Clerk Strause reported that the shortage totals \$1,079.00
- The committee recommends that the board approves budgeting to pay the shortage including the \$350.93 movie licensing fee for the rec. committee movie night. Previously the board eliminated the fee as not necessary. Stacey Hardy advised that the fine can be up to \$100,000 per violation for not having the license. If the Village is caught not having the license, the fee to reinstate it is \$565.93 and a possible fine.
- The committee recommends paying the shortage from either the reserves or restitution fund to keep it simple.
- Note that Hawkey remained against paying the Oregon Senior Center overage to replace carpeting, that the participants should pay more to use the center and that Fitchburg and other municipalities should contribute to the Center. She calculated Brooklyn's contribution at over \$500 per person annually from the Village using the Center.

### Ordinance Recodification-Municipal Code – 2007 Contract balance

- Walsten and Strause advised that James Bonneville advised that the contract is still in place and provided direction on how the Village can complete the process in early 2015. The Village has had funds in the budget since 2007 to do this with balance of 2007 contract projected at approximately \$5400. The committee recommends moving forward.

Assessor RFP's due 11-3, Review of two year contract proposals 2015-2016

- The summary was reviewed by the committee and Musser Appraisal of Middleton seems to be the least expensive. Clerk Strause will contact them to inquire if they can provide: 1. Estimate the cost of the 2015 DOR report (J&L provided a maximum cost of \$800), 2. References. Musser has contracts with the City and Town of Middleton and Verona commercial property.
- RFP summary and Musser further information will be presented to the board and the committee recommends that the board make an immediate decision at the Board meeting Monday 11-10-2014.

Approve moving delinquent Utility and special assessments/charges to tax roll

**Motion** – McNaughton second Hawkey to approve the above action. Passed unanimously.

2014 Budget was reviewed

Update on RPF for legal services – Interviews with 3 firms to be done on 11-12-2014 by the Personnel committee members. The meeting times will be sent to Board members if they wish to participate. The firms will be reduced to 2 for a board decision.

Monthly financial balance sheets and collateralization was reviewed

Summary of attorney and engineering fees - none

Monthly payroll overtime was reviewed

Monthly invoice worksheet was reviewed

Monthly bills to be presented at November 10th, 2014 Board meeting completed

Adjourn

Motion – Hawkey second McNaughton to adjourn (time not noted) Passed unanimously.